

**CHANGES IN THE 2015-2017 COLLECTIVE  
BARGAINING AGREEMENT BETWEEN  
THE STATE AND MINNESOTA NURSES ASSOCIATION**

Unless otherwise indicated, all changes are effective January 16, 2016.

**ARTICLE 1 – PREAMBLE**

Technical change of effective date.

**ARTICLE 2 – RECOGNITION**

No change.

**ARTICLE 3 – ASSOCIATION SECURITY**

Section 1. Checkoff. Added new language to clarify dues deduction process.

**ARTICLE 4 – HOURS OF WORK AND OVERTIME**

Section 6. Extra Shifts for Part-Time Nurses. A. Prior Posting of the Work Schedule. Technical re-numbering and lettering.

Section 6. Extra Shifts for Part-Time Nurses. B. Additional Shifts with in the Posted Schedule. Technical change to clarify when a part-time nurse is eligible for time and one-half when shifts are assigned after the schedule has been posted, within and outside the fourteen (14) day posting period.

Section 6. Extra Shifts for Part-Time Nurses. B. Additional Shifts with in the Posted Schedule. Deleted language referencing that obtaining additional shifts shall not change the nurse's appointment status for purposes of insurance eligibility.

Section 8. Compensatory Bank. Increased the compensatory bank limit from 80 to 120 hours.

Section 8. Compensatory Bank. Modified language to clarify that approved compensatory time off may only be rescinded by the employer in cases of an emergency. However, added new language that nurses may rescind scheduled compensatory time off with at least 28-days notice.

Section 15. Flexible Scheduling B. Holidays. Sick Leave and Vacation Under Flexible Schedules. Delete references to the alternate holiday. Technical re-numbering.

## **ARTICLE 5 – HEALTH AND SAFETY**

No change.

## **ARTICLE 6 – HOLIDAYS**

Section 2. Observed Holidays. Deleted references to the actual dates of the holidays, only listing the observed paid holidays by name.

Section 2. Observed Holidays. A. Added language to clarify what day the holiday is observed for nurses who work a Monday through Friday five (5) day schedule.

Section 2 Observed Holidays. B. Added language to clarify what day of the holiday is observed for nurses who work a six (6) or seven (7) day schedule.

Section 2. Observed Holidays. Deleted language requiring nurses to complete six (6) months of state service before receiving a floating holiday.

Section 6. Work on a Holiday. Modified language so that nurses working on a holiday may be paid in cash, compensatory time, or vacation as elected by the nurse, at the rate of time and one-half.

Deleted references to the alternate holiday except if a nurse still has alternate holidays on record at the time this contract is approved by the SER, the alternate holiday must be taken within 120 days of the holiday, or 120 days after the SER approved the contract, which comes first.

Deleted reference to limitations on the use of a floating holiday. Added clarifying language so that if a nurse is required to work on a floating holiday, the floating holiday will be rescheduled. The Appointing Authority will select one (1) of four (4) days preferred by the nurse.

## **ARTICLE 7 –VACATION LEAVE**

Section 4. Granting Vacation. Modified language to clarify that approved vacation may only be rescinded by the employer in an emergency. However, added new language that a nurse may rescind a vacation request with 28-days notice.

Section 6. Vacation Liquidation. Modified language so that all vacation payouts are limited to 260 hours except in the death of an employee.

Section 8. Vacation Donation Program. Added language allowing nurses to donate accrued vacation to employees who have exhausted sick leave in accordance with State Statute, Chapter 43A.1815.

## **ARTICLE 8 – SICK LEAVE**

Section 5. Usage. A. To the Extent of Nurse's Accumulation. 1 and 2. Technical change to clarify that this language is referring to the nurse's illness, disability or exposure to contagious disease.

Section 5. Usage A. To the Extent of the Nurse's Accumulation. 6. Moved existing language from Section 5. Usage B. Limited to Not More than 5 days, because nurses will no longer be limited to 5 days to accompany certain family members to medical or dental appointments.

Section 5. Usage B. Limited to Not More Than Five (5) Days. 2. Technical change to clarify that birth or adoption of a child may not be limited to 5 days as explained in Section 5. A.

Section 5. Usage B. Limited to Not More Than Five (5) Days. 3. Moved language from this section to Section 5. A. 6. as described above.

Section 5. C. Limited to not more than Twenty- Four (24) Hours. Moved language from this Section to 5. A. 6. as described above.

Section 5. Note: Added language clarifying that sick leave may also be used for the illness or injury of family members as provided by state law.

Section 8. Severance Pay. B. Eligibility. 2. Less than twenty (20) years of State Service. Technical change to clarify that a nurse does not have to "retire" to be eligible for severance pay under this provision but that separation is sufficient.

Section 8. Severance Pay. B. Eligibility. 3. After Ten (10) years of State Service. Technical change to clarify that a nurse does not have to "retire" to be eligible for severance pay under this provision but that separation is sufficient.

## **ARTICLE 9 – INJURED ON DUTY**

No change.

## **ARTICLE 10 – LEAVES OF ABSENCES**

Section 3. Unpaid Leaves of Absence. I Elder Care Leave. Deleted reference to this type of Leave. Technical re-lettering of remaining item under this section.

## **ARTICLE 11 - VACANCIES. FILLING OF POSITIONS**

Section 4. Job Postings. Deleted language requiring postings to include working titles and added language so that postings are not required if a nurse who has received a notice of layoff is reassigned or is offered a vacancy in the seniority unit.

Section 5. Written Memo of Intent. Added the term “interest bid” for clarification.

## **ARTICLE 12 – SENIORITY**

No change.

## **ARTICLE 13 – LAYOFF AND RECALL**

No change.

## **ARTICLE 14 – PERSONNEL FILES**

No change.

## **ARTICLE 15 - TERMINATION OF EMPLOYMENT. DISCIPLINARY ACTION**

No change.

## **ARTICLE 16 – GRIEVANCE PROCEDURE**

Section 2. Grievance Procedure. Modify language so that a written grievance is immediately required at Step 1 of the grievance procedure.

## **ARTICLE 17 – WAGES**

Section 3. Conversion. Effective July 1, 2015, nurses shall be assigned to the same relative step within the salary range for their class except as specified below.

Nurses who are paid a rate which exceeds the maximum rate for their class prior to the implementation of this Agreement, but whose rate falls within the new salary range for their class, shall be assigned to the maximum of the new range.

Nurses whose salaries as of June 30, 2015 equal or exceed the new maximum rate for their class shall not receive a salary adjustment, but these nurses shall not receive a reduction in pay.

Section 4. First Fiscal Year Wage Adjustment. Effective July 1, 2015, all salary ranges and rates shall be increased by two and one-half percent (2.5%), rounded to the nearest cent. Nurses convert to the new compensation grid as provided in Section 3.

Section 4. Second Fiscal Year Wage Adjustment. Effective July 1, 2016, all salary ranges and rates shall be increased by two and one-half percent (2.5%), rounded to the nearest cent. This salary adjustment shall be given to all nurses including those nurses whose rates of pay exceed the maximum rate for their class.

Section 16. Work Out of Class. A nurse who is assigned to work-out-of-class in a higher class shall receive the minimum rate of the higher class or a salary increase of at least one step, whichever is higher.

Section 17. Salary Increase on Attainment of Baccalaureate Degree. A nurse who has attained a Baccalaureate Degree in Nursing or a related field and who is at the maximum of their salary range shall be paid a one-time four percent (4%) bonus of the nurse's base salary.

Section 21. Deferred Compensation Plan. A nurse may convert up to eighty hours of his/her compensatory time bank to deferred compensation once each fiscal year.

Section 23. Voluntary Weekend Shift Bonus. Clarify that a nurse may be eligible for more than one weekend bonus in the same weekend if the nurse agrees to work more than one shift as offered by the Appointing Authority or designee. To be eligible for the bonus, the shift must be at least two hours in length. These provisions shall remain in effect through June 30, 2019.

## **ARTICLE 18 – INSURANCE**

Technical date changes.

Section 2. Eligibility for Group Participation. D. Continuation Coverage  
g. Clarification: a covered nurse's ~~entitlement to or~~ enrollment in Medicare.

Section 3. Eligibility for Employer Contribution. B. Partial Employer Contribution – Basic Eligibility. 2, addition to text:

Nurses who hold part-time appointments **or seasonal nurses** and who are scheduled to work at least one thousand forty-four (1044) hours over a period of any twelve (12) consecutive months.

Section 4. Amount of Employer Contribution. Technical date changes.

Section 4. Amount of Employer Contribution. B. Contribution Formula – Dental Coverage. Technical date changes.

Section 5. Coverage Changes and Effective Dates. A. When Coverage May Be Chosen.  
1. Newly Hired Nurses. Insert new language:

If a nurse does not choose a health plan administrator and primary care clinic by their initial effective date, but was previously covered as a dependent immediately prior to their initial effective date, they will be defaulted to the plan administrator and primary care clinic in which they were previously enrolled.

Section 6. Basic Coverages. A. Employee and Family Health Coverage. 2. Coverage Under the Minnesota Advantage Health Plan. Technical date changes.

Section 6. Basic Coverages. A. Employee and Family Health Coverage. 2. Coverage Under the Minnesota Advantage Health Plan. a. Benefit Options 4) Advantage Benefit Chart for Services Incurred During Plan Years. Technical date changes. Modifications to deductibles, co-pay amounts and out of pocket max.

Section 6. Basic Coverages. A. Employee and Family Health Coverage. 2. Coverage Under the Minnesota Advantage Health Plan. e. Prescription Drugs. 1) Copayments and annual out-of-pocket maximums. Delete obsolete language, insert new drug copayment language.

Section 6. Basic Coverages. A. Employee and Family Health Coverage. 2. Coverage Under the Minnesota Advantage Health Plan. j. Lifetime maximums and non-prescription out-of-pocket maximums. Delete obsolete language, insert new out-of-pocket maximum language.

Section 6. Basic Coverages. A. Employee and Family Health Coverage. 6. Post-Retirement Health Care Benefit. Clarifies that if the employee separates due to death, the \$250 benefit is paid in cash, not to the HCSP.

Section 7. Optional Coverages. A. Employee and Family Dental Coverages. 2. Coverage Under State Dental Plan. a. Copayments. Technical date change, insert new coinsurance limits.

## **ARTICLE 19 – MANAGEMENT RIGHTS**

No change.

**ARTICLE 20 – RELOCATION EXPENSES**

No change.

**ARTICLE 21 – EXPENSE ALLOWANCES**

Section 5. Meal Allowances. Reimbursement Amount. Technical change, removing obsolete dates and reimbursement amounts.

**ARTICLE 22 – BULLETIN BOARDS**

No change.

**ARTICLE 23 – CAREER DEVELOPMENT**

Training Procedures. A. Training Time. Technical change of hours from 100 to 120, fixing a typo left from last round of bargaining.

**ARTICLE 24 – NO STRIKE OR LOCKOUT**

Technical change to reference correct statute subdivision.

**ARTICLE 25 – ASSOCIATION MEETINGS WITH THE APPOINTING AUTHORITY OR DEPARTMENT**

No change.

**ARTICLE 26 – WORK RULES**

No change.

**ARTICLE 27 – SAVINGS CLAUSE**

No change.

**ARTICLE 28 – NURSE DRUG TESTING**

Technical change to rename article, “Nurse Drug and Alcohol Testing Policy.”

**ARTICLE 29 – NON-DISCRIMINATION**

No change.

**ARTICLE 30 – ADA/WORKER’S COMPENSATION**

No change.

**ARTICLE 31 – DURATION**

Technical changes of session, date and names.

**APPENDIX A – HOLIDAYS**

Updated appendix to include proration for nurses who work extended shifts.

**APPENDIX A1 – HOLIDAYS**

Deleted appendix based on changes made to Appendix A.

**APPENDIX B – VACATION**

No change.

**APPENDIX B1 – VACATION**

No change.

**APPENDIX C – SICK LEAVE**

No change.

**APPENDIX D-1 COMPENSATION GRID AND CLASSES AND SALARIES 7/1/2015 – 6/30/2016**

**APPENDIX D-2 COMPENSATION GRID AND CLASSES AND SALARIES 7/1/2016 – 6/30/2017**

**APPENDIX E – SENIORITY UNITS**

No change.

**APPENDIX F – STATUTORY LEAVES**

Technical name change correction of a statute reference.

**APPENDIX G – COMMITTEE ON PROFESSIONAL NURSING CONCERNS**

No change.

**APPENDIX H – DEPARTMENT OF HUMAN SERVICES LOCAL AND DEPARTMENTAL LABOR/MANAGEMENT COMMITTEES**

No change.

**APPENDIX I – DEPARTMENT OF HUMAN SERVICES – ALL INSTITUTIONS**

No change.

**APPENDIX J – STATE UNIVERSITY SYSTEM**

No change.

**APPENDIX K – LETTERS**

- **11/3/89 LETTER - OVERTIME REASSIGNMENTS FOR REGISTERED NURSES**

No change.

- **12/23/91 LETTER – REORGANIZATION PLANNING PROCESS**

No change.

- **9/7/99 LETTER – NURSES INJURED DURING THE COURSE OF THEIR DUTIES**

No change.

- **7/25/07 LETTER – EAP SERVICES**

No change.

- **4/24/04 LETTER – LOUDERMILL HEARINGS**

No change.

- **4/22/09 – LETTER – INSURANCE LETTER**

No change.

- **10/29/13 – LETTER – EMPLOYEE MISCONDUCT INVESTIGATIONS**

No change.

- **8/15/14 – LETTER – FURTHER EXPANSION OF SICK LEAVE BENEFITS**

No change.

- **10/1/15 – LETTER – MEET AND CONFER – CHARGE NURSE PAY**

New letter agreeing that MDVA and DHS will set up meet and confer meetings within 4 months.

**APPENDIX L – STATEWIDE POLICY ON FMLA**

Modified to reference the MMB link showing where the Policy, Procedure and General Memo are found.

**APPENDIX M – REGARDING SCHEDULING OF WORK**

No change.

**APPENDIX N – MOU – REGARDING COMPENSATED TRAVEL TIME**

Modified to clarify rates when working in the Metro versus Greater Minnesota.

**APPENDIX O – STIPULATED AGREEMENT – OVERTIME PAY**

No change.

**APPENDIX P – MEMORANDUMS OF UNDERSTANDING**

Delete 2006 ST. Peter CBHH MOU.